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**Stacy Neal**  
Director

### **MEMORANDUM**

**TO:** State Agency Payroll and HR Officers

**FROM:** Jessica Opie, Assistant Director

**DATE:** July 29, 2013

**RE:** Missouri Voluntary Life Insurance Contractor – Open Enrollment

Allstate has been renewed under contract to provide Universal Life with the long term care rider to the employees of the State of Missouri as a state sponsored benefit.

The Missouri Voluntary Life Insurance Contractor (MoVLIC) will conduct a POLICYHOLDER SERVICE/OPEN ENROLLMENT from September 1, 2013 to December 15, 2013. This year they will be servicing the over 5,000 current policyholders. At this time existing policyholders may review, update, verify, and make any changes necessary. During this period there will be no medical questions for ALL employees below the age of 65 who work at least 20 hours per week.

MoVLIC representatives will be contacting all departments and facilities to schedule open enrollment meetings during regular working hours. Please make sure employees are given the opportunity to visit these representatives, if desired.

As meetings are scheduled, they will be posted on [www.mhgmovlic.org](http://www.mhgmovlic.org). If you have any MoVLIC questions, please contact their central office at (866) 668-5421.